

Meeting of the Board of Library Trustees
Tuesday, May 13, 2014

Call to order

Katharine Fennelly (KF) called the meeting to order at 7:21 pm. In attendance were trustees Joyce Radochia (JR), Adam Delmolino (AD), Heather Calvin (HC), Frank Murphy (FM) and Barbara Muldoon (BM). Also in attendance: Library Director Ryan Livergood (RL), and Assistant Director Andrea Nicolay (AN). Diane Gordon was absent.

Approval of Minutes

The Trustees reviewed the minutes from the April 8 meeting, and the minutes were approved. (BM/FM)

Communications

Thank you note from staff who attended MLA; Rotary Club Dinner invitation.

Community Time

No community members present.

Director's Report

RL explained Library Snapshot Day and the MA eBook Pilot project. AN provided details about the proposed local authors event for Nov. 1. Trustees complimented the Downton Abbey database display. HC commented on the hate speech, RL explained our proactive stance. RL went over Pakistani delegation library tour plans. Board acknowledged the passage of the Library Budget and Sunday funding. Landscaping should begin soon, says RL, timing is unpredictable due to contractor delays.

Russell Fund Summer Spending Request

Total request looks fine for FY15 summer. Market has done very well, so there will likely be extra for FY15, could go to support additional programs and/or equipment. Request approved with a unanimous vote. (BM/AD)

Strategic Plan

Delayed due to Sierra launch. We've started to draft the Action Plan, which we want to be s.m.a.r.t. RL wanted staff to "think big" and feasibility would be discussed later. A section about our core services has been added. FM complimented the style, and suggested a change: "Livergood Five" should be "Robbins Five." RL agrees, says those values were associated with the Library to begin with. KF likes the idea that the library goes far beyond boundaries. AD wonders why the Customer Services Excellence is under the current theme, RL says it's probably because we wanted it in there and it wouldn't logically fit anywhere else. KF suggests an elevator for Fox, wonders how much it would cost. One Board member wondered if it was feasible to rebuild the Fox facility. RL hopes to bring the plan back to the Board next month for final approval.

Library Space Planning / Reimagining Our Libraries

Question: does ACA have the expertise to address ADA compliance at Fox? KF and RL had a conference call with Alex from the architectural firm, KF was impressed. HC considers pushing on the firm about ADA, because accessibility isn't just handicapped accessibility; it's universal accessibility. RL did research and discovered ACA on his own, they did not come to us. FM suggests talking to Rosemary Waltos (of MBLC) who has worked with ACA. ACA consulted on the '92 renovation but did not take on the project. Can we get an overview assessment of the library and its space? asks FM. Alex said he would make use of the Strategic Plan to optimize plans for space reconfiguration. The Library will have a lot of say in the end. Can we get this done in some other fashion, with matching grants or anything? asks FM. Must we use all our own funds? FM thinks we can get some of it paid for by the State, and that option should be pursued before the Board proceeds. Can ACA find out if they can get money reimbursed by the State? asks AD. Maybe we can put the burden on the firm to look at that option. There's no reason to rush the vote, says RL. There is more research to be done. FM's recommendation: check with MBLC consultants.

PLUGGED IN Funding

RL is looking for a sustainable model for funding. Watertown Savings Bank gave \$7500; RL thinks we could do it for \$5000. FM moves that we include funding for this program for a year. RL asks where exactly the funds would come from within the trust funds. BM would like to see what is leftover this year. Looking at next FY for a timeline. Board would like to see the particulars; what we're looking for and when we want to do it.

Town Meeting Strategy

Capital budget still waiting to pass. Lucite holder will help flyers stand out, and bright yellow is good.

Spring Solicitation Campaign

Now that Sundays are funded, are we soliciting for anything? Add'l hours? Summer Saturdays? HC wonders how compelling we'll be if we don't have a specific request about hours. Should the Library create a "shopping list?" Digital content? Children's materials? KF and RL will come up with a list.

Appointment of Nominating Committee

KF appointed the Nominating Committee for FY2015 officers.

Community Preservation Act

RL asked other library directors if it was beneficial to their libraries, answer was yes. Concord, Lexington, Sudbury, Bedford...positive feedback. RL's position is that it would benefit the library. Board suggests there would be a negative reaction from the Town if we were to recommend this and then come again for more money for something else. No need to make a decision right now, so Board will hold off.

Foundation Update

KF has nothing else to report.

Friends Update

AN attended May 6 meeting, reports a by-law change approval to create Program Director position. Slate of officers was approved as proposed. Membership renewal mailing went out to approximately 500 people. Friends facilitated purchase of computers, DVDs, museum renewals.

Unanticipated Items

Re: the Library's Menotomy Indian Hunter silkscreen, \$1000 donation has been offered to the Foundation because the artist's family wants the painting back. Board feels they should not take the money. The Board will return it to the family, no strings attached, thank the family for the pleasure the painting has given, and mention that if the family wishes to make a donation it's certainly up to them.

Date of Next Meeting

June 19, 2014, 7:15 p.m.

Adjournment

9:16 p.m. (AD/FM)

Materials Distributed

- Meeting agenda
- April 2014 meeting minutes
- Late April/Early May 2014 Director's Report
- Summer 2014 Russell Fund Budget Proposal (FY 2015)
- Summer 2012 Russell Fund Budget Proposal (FY 2013)
- Library Strategic Plan draft
- Aaron Cohen Associates (ACA) letter and revised Master Plan proposal, with fee proposal.
- Plugged In at the Robbins Events list March - September 2011
- Half-sheet with Library stats for Town Meeting